SPEED POST

Procurement Department

LIMITED TENDER ENQUIRY

TWO BID SYSTEM

Ref: Q/NIB/20-21/89

Date: 19.08.2020

Due date of submission: 02.09.2020, Due Time: Up to 15:00 Hours
Due date of opening: 02.09.2020, Due Time: 15:30 hrs. onwards.

To,

Sub: - Tender Enquiry for Lab. Misc. items – Reg:-

Dear Sir,

I am to send you this Tender Enquiry with the request to submit the most competitive offer for supply of the following items as per details below.

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description of Material</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Cryovial 1.8ml, screw capped, self-standing, silicon ‘O’ ring, sterile vials with labelling area</td>
<td>50,000 Nos.</td>
</tr>
</tbody>
</table>

Please indicate price on following terms:

i) **Price:** FOR Destination NIB, NOIDA

ii) **Taxes:** - GSTs applicable against DSIR.

iii) **Custom Duty:** NIB will provide necessary certificate as NIB is registered with DSIR for the purpose of availing Custom Duty exemption in terms of Government Notification No. 51/96-Customs dated 23rd July, 1996, Notfn. No. 28/2003 - Customs dt. 01.03.2003, Notfn. No. 43/2017-Customs dt. 30.06.2017 & Notfn. No. 47/2017 – Integrated Tax (Rate) dt. 14.11.2017, Notfn. No. 10/2018-Integrated Tax (Rate) dt. 25.01.2018 and Notfn. No. 45/2017- Central Tax (Rate) dt. 14.11.2017, Notfn. No. 45/2017-Union Territory Tax (Rate) dt. 14.11.2017 & Notfn. No. 9/2018-Central Tax (Rate) dt. 25.01.2018, Notfn. No. 9/2018-Union Territory Tax (Rate) dt. 25.01.2018, as amended from time to time. To avail the exemption, NIB shall be providing the above certificate along with the supply order. Subject to above, indicate applicable Duty.

iv) **Payment:** - 100% payment within 10 days from the date of satisfactory receipt and acceptance of material at NIB, NOIDA

v) **Delivery:** - 3 to 4 Weeks

vi) Unsuccessful bidder’s bid security will be discharged / returned as promptly as possible but not later than 30 days after the expiry of bid validity period prescribed by the purchaser.

vii) **Transit Insurance** – For delivery of goods at site, the insurance shall be obtained by the supplier for an amount equal to 110% of the value of goods from “warehouse to warehouse” (ultimate destination) on all risks’ basis including strikes.

viii) **Delay delivery discount** – In case of delayed delivery of all or any item(s) or goods the Purchaser shall be entitled to a discount or reduction on the contract price to a sum equivalent to 0.5% (point five percent) of the value of goods/items delivered late for each week or part thereof.
thereof subject to a maximum of 10% (ten percent) of undiscounted/unreduced contract price for the relative good/items, and/or, risk purchase will be affected at your risk and expenses.

Terms and conditions for MSME

The latest Govt. Notification No. S.O. 5670(E) dated 9th November, 2018 for MSMEs shall be applicable.

Notes:
1. The offer should be submitted in two sets, One Set containing Technical details, Literature, Catalogue etc. and Tender commercial terms should be put in a sealed cover and marked as 'Technical Bid'. Prices should be kept blank.
1.1 The Second set should be sent in a separate sealed cover and should contain Price Schedule only. ‘Price – Bid’ should be clearly mentioned on the cover.
1.2 Tender No., Item description and Due Date of opening should be clearly mentioned on the Envelope.
1.3 Both the ‘Technical – Bid’ & ‘Price – Bid’ should then be put in a single sealed cover clearly indicating the Item, Tender No. & Due Date of opening.
1.4 Offer to be given by authorized dealer / distributor shall accompany with valid authorization Certificate issued by the principal. If bidder has opted to quote more than one item and for each item their principal is different, then in such cases the bidder must submit authorization certificate for each quoted item from their principals. Please note that your offer will not be entertained without the valid authorization and the same will be summarily rejected.
1.5 Copy of GST may please submitted.
1.6 Customer reference list for the similar / materials for last two years.
1.7 Current valid certificate of registration including its annexure in case registered with SSI / NSIC etc.
1.8 Validity of the offer should be kept open for a period of not less than three months.
1.9 Preference will be given to “Make in India” vendors as per Govt. Guidelines

Please indicate item, our enquiry number and opening date on top of the envelope positively.

Yours faithfully

(W.Z.Quazi)
Sr. Administrative Officer(P)

Encl:
1. Annexure – I Price Schedule
### Table: Price Schedule

<table>
<thead>
<tr>
<th>Item No</th>
<th>Item Description</th>
<th>Quantity</th>
<th>Ex - Make</th>
<th>Model</th>
<th>Price (₹)</th>
<th>%age</th>
<th>Price (₹)</th>
<th>Packaging &amp; Forwarding</th>
<th>Unit</th>
<th>Total Price (₹)</th>
<th>Insurance and Other Local Costs Incidental to Delivery</th>
<th>Price (₹)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>3</td>
<td>4</td>
<td>2</td>
<td>1</td>
<td></td>
<td>8</td>
<td></td>
<td>5</td>
<td>6</td>
<td></td>
<td>7</td>
</tr>
</tbody>
</table>

#### Notes
- In case of discrepancy between unit price and total price, the unit price shall prevail.
- The item with labeling area self-standing, silicon '0' ring, crewel, 8 ml, sewn capped.

#### Annexure - I

Tender No: 0/NIB/20-21/69

Taxes if not mentioned, may be treated as inclusive.

Items indicated in percentage due to be paid in addition to the bid price. The said percentage will be calculated on the total bid price. The said percentage is inclusive of any and all other columns and charges.


Designation of material: National Institute of Botanicals, Noida (UP).
UNDERTAKING BY THE BIDDER

We agree to accept all the terms and conditions mentioned in the Tender enquiry unconditionally.

Signature and Seal of the Bidder.